



**AGENDA**  
**RIO DELL CITY COUNCIL SPECIAL MEETING**  
**FRIDAY, MARCH 27, 2020 – 2:00 P.M.**  
**CITY COUNCIL CHAMBERS**  
**675 WILDWOOD AVENUE**

***WELCOME . . .** Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

***SPECIAL PUBLIC HEALTH EMERGENCY ALTERATIONS TO MEETING FORMAT***  
***CORONAVIRUS (COVID-19 ADVISORY)***

Due to the unprecedented public health threats posed by COVID-19 and the resultant need for social distancing, changes to the City Council meeting format are required. Executive Orders N-25-20 and N-29-20 from Governor Gavin Newsom allow for telephonic Council meetings of the City Council and waives in-person accessibility to Council meetings provided that there are other means for the public to participate. Therefore, and effective immediately, and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Rio Dell City Council will only be viewable via livestreaming through our partners at Access Humboldt via their Youtube channel or Suddenlink channels on Cable TV.

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at [publiccomment@cityofriodell.ca.gov](mailto:publiccomment@cityofriodell.ca.gov). Please note the agenda item the comment is directed to (example: D. Public Comments for items not on the agenda.) And email no later than one hour prior to the start of the Council Meeting. Your comment will be read out loud, for up to three minutes.

Meetings can be viewed through Access Humboldt's website at <https://www.accesshumboldt.net/> Suddenlink Channels 10,11 & 12 or Access Humboldt's Youtube Channel at <https://www.youtube.com/user/accesshumboldt> Public comments can be emailed to: [publiccomments@cityofriodell.ca.gov](mailto:publiccomments@cityofriodell.ca.gov)

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. PUBLIC COMMENTS

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.*

*Members of the Public are encouraged to attend and shall have an opportunity to directly address the City Council concerning any item described in this special meeting agenda before or during consideration of that item.*

E. SPECIAL MEETING MATTERS

- 1) 2020/0327.01 - Adopt Resolution No. 1449-2020 Ratifying Disaster Declaration **(DISCUSSION/POSSIBLE ACTION)**
- 2) 2020/0327.02 - Rent Eviction Moratoriums and Water Shutoffs **(DISCUSSION)**
- 3) 2020/0327.03 - Letter to Federal and State Representatives Related to Water and Wastewater Loan Forbearance **(DISCUSSION/POSSIBLE ACTION)**
- 4) 2020/0327.04 - Compensation Study List of Approved Comparator Agencies **(DISCUSSION/POSSIBLE ACTION)**

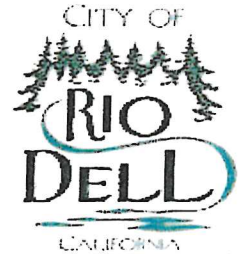
F. ADJOURNMENT



*In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.*

*The next Regular City Council meeting is scheduled for  
Tuesday, April 7, 2020 at 6:30 p.m.*

*Rio Dell City Hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
cityofriodell.ca.gov*



March 27, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of Resolution No. 1449-2020 Ratifying the Proclamation by the City Manager in his Capacity as Director of Emergency Services of the City of Rio Dell Confirming the Existence of and Declaring a Local Emergency Due to COVID-19.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1449-2020

BACKGROUND AND DISCUSSION

On March 4, 2020 Governor Gavin Newsom issued a Proclamation of a state of emergency related to the COVID-19 virus. On March 11, 2020 Humboldt County Public Health Officer Teresa Frankovich, MD, declared a local health emergency – this declaration included the City of Rio Dell. On March 17, 2020 the Board of Supervisors ratified that decision and the President of the United States Declared a national emergency. March 19, 2020, issued an order directing all individuals living in Humboldt County to shelter in their residences except for essential workers. Also on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all forty-million California residents to stay at home indefinitely except for workers in the 16 critical infrastructure sectors. On March 24, 2020 the Rio Dell Director of Emergency Services (City Manager) confirmed the Public Health Officer's declaration of a local Health Emergency and Declared a Local Emergency due to COVID-19.

The City began adjusting operations in light of the COVID-19 threat beginning on March 11<sup>th</sup> with the cancellation of the League of California Cities - Redwood Empire Division's planned meeting in Rio Dell. Since then, additional actions have been taken:

- Installation of hand sanitizer stations
- Enhanced cleaning of city facilities
- Restrictions of access to WWTP
- Research and implementation of at-home work stations
- Implementation of at-home work for some city employees
- Updated continuity of government plan
- Updated Council Chambers for social distancing



- Cancelled League of California Cities meeting
- Implementation of new teleconference capabilities
- Attendance of various conference calls on COVID-19
- Closure of front counters for City Hall and the Police Department
- Educational efforts through a special issue newsletter, postcard and direct communication with local business through correspondence and meetings
- Suspension of water "shut offs" for nonpayment for the upcoming April billing cycle
- General refocus on crisis response

Aside from action to protect employees, the City's primary role in the overall response has been to support the distribution of information from the County's Public Health Officer to the general public. We have done that through an Every Door Direct Mail newsletter (partially translated into Spanish), website and electronic signage. Potential areas of future need are associated with requests to assist the County's Joint Information Center (JIC, located in Eureka) and also a potential increase in cross collaboration between law enforcement. Additionally the City Manager has secured the services of an industrial hygienist and also a commercial disinfection service should those resources need to be deployed in response to the emergency.

This attached disaster declaration will assist the City in claiming reimbursement from the federal government and the state for the City's response to this emergency.

Attachments:

Resolution No. 1449-2020

Proclamation by the Director of Emergency Services

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## RESOLUTION NO. 1449-2020

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL RATIFYING THE PROCLAMATION BY THE CITY MANAGER IN HIS CAPACITY AS DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF RIO DELL CONFIRMING THE EXISTENCE OF AND DECLARING A LOCAL EMERGENCY DUE TO COVID-19**

WHEREAS, the Humboldt County Public Health Officer, who is the Health Officer for the City of Rio Dell, declared on March 11, 2020 that a Local Health Emergency shall be deemed to exist throughout said county, including the City of Rio Dell, as prescribed by state law; and

WHEREAS, Title 2, Chapter 2.70, Section 2.70.060(a) of the City of Rio Dell Municipal Code empowers the City Manager (as the appointed Director of Emergency Services) to proclaim the existence or threatened existence of a local emergency when said City is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and

WHEREAS, the State of California has been working in close collaboration with the national Centers for Disease Control and Prevention (CDC), with the United States Health and Human Services Agency, and with local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases in California, to implement measures to mitigate the spread of

COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the people of California, and limits the spread of infection in our communities and within the healthcare delivery system; and

WHEREAS, on March 19, 2020 The County of Humboldt released a "Shelter in Place" Order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities and ordering all non-essential businesses to cease operations at physical locations and order cessation of all non-essential travel; and

WHEREAS, on March 19, 2020 California Governor Gavin Newsom announced a state "Stay at Home" Order, which directs 40 million California residents to stay home indefinitely except for essential jobs, errands and some exercise, and

WHEREAS, the City of Rio Dell Municipal Code, at Section 2.70.020 states that an "emergency" means "the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as ... epidemic ... or other conditions ... which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of this City, requiring the combined forces of other political subdivisions to combat"; and

WHEREAS, during a state of emergency the City Manager is designated the Director of Emergency Services and if the City Council is not in session, the Director may proclaim the existence or the threatened existence of a local emergency when circumstances described in accord with Rio Dell Municipal Code Section 2.70.060(a), and

WHEREAS, the City Manager (Director of Emergency Services) of the City of Rio Dell does hereby find: That conditions of extreme peril to the safety of persons and property have arisen within said City, caused by the COVID-19 Pandemic and associated response and that the City Council of the City of Rio Dell is not in session and cannot immediately be called into session as of the date the proclamation is issued;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that an existing local emergency is confirmed and declared to exist throughout said City; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the emergency organization of this city shall be those prescribed by state law, by ordinances, and resolutions of this city, and by the City of Rio Dell Municipal Code.

Dated: March 27, 2020 By: \_\_\_\_\_  
Kyle Knopp, City Manager (Director of  
Emergency Services) City of Rio Dell

APPROVED AND ADOPTED by the City Council of the City of Rio Dell on this 27<sup>th</sup> day of March, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Debra Garnes, Mayor

Attest:

\_\_\_\_\_  
Karen Dunham, City Clerk



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## **A PROCLAMATION OF THE CITY OF RIO DELL CONFIRMING THE EXISTENCE OF AND DECLARING A LOCAL EMERGENCY DUE TO COVID-19**

**(By the City Manager, Director of Emergency Services)**

WHEREAS, the Humboldt County Public Health Officer, who is the Health Officer for the City of Rio Dell, declared on March 11, 2020 that a Local Health Emergency shall be deemed to exist throughout said county, including the City of Rio Dell, as prescribed by state law; and

WHEREAS, Title 2, Chapter 2.70, Section 2.70.060(a) of the City of Rio Dell Municipal Code empowers the City Manager (as the appointed Director of Emergency Services) to proclaim the existence or threatened existence of a local emergency when said City is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and

WHEREAS, the State of California has been working in close collaboration with the national Centers for Disease Control and Prevention (CDC), with the United States Health and Human Services Agency, and with local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases in California, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and



WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the people of California, and limits the spread of infection in our communities and within the healthcare delivery system; and

WHEREAS, on March 19, 2020 The County of Humboldt released a "Shelter in Place" Order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities and ordering all non-essential businesses to cease operations at physical locations and order cessation of all non-essential travel; and

WHEREAS, on March 19, 2020 California Governor Gavin Newsom announced a state "Stay at Home" Order, which directs 40 million California residents to stay home indefinitely except for essential jobs, errands and some exercise, and

WHEREAS, the City of Rio Dell Municipal Code, at Section 2.70.020 states that an "emergency" means "the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as ... epidemic ... or other conditions ... which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of this City, requiring the combined forces of other political subdivisions to combat"; and

WHEREAS, during a state of emergency the City Manager is designated the Director of Emergency Services and if the City Council is not in session, the Director may proclaim the existence or the threatened existence of a local emergency when circumstances described in accord with Rio Dell Municipal Code Section 2.70.060(a), and

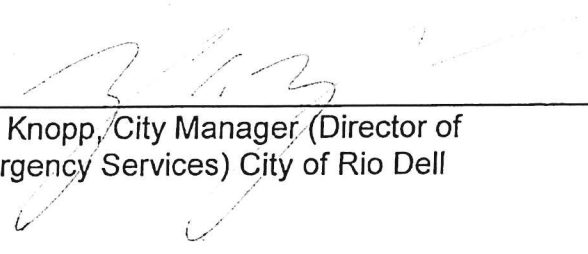
WHEREAS, the City Manager (Director of Emergency Services) of the City of Rio Dell does hereby find: That conditions of extreme peril to the safety of persons and property have arisen within said City, caused by the COVID-19 Pandemic and associated response and that the City Council of the City of Rio Dell is not in session and cannot immediately be called into session as of the date the proclamation is issued;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that an existing local emergency is confirmed and declared to exist throughout said City; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the emergency

organization of this city shall be those prescribed by state law, by ordinances, and resolutions of this city, and by the City of Rio Dell Municipal Code.

Dated: March 24, 2020 By: \_\_\_\_\_

  
Kyle Knopp, City Manager (Director of  
Emergency Services) City of Rio Dell

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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



For Special Meeting of: March 27, 2020

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: March 25, 2020

Subject: Rent Moratorium's & Utility Shut-Offs

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**Recommendation:**

That the City Council:

1. Receive staff's report regarding a recent letter from the Affordable Homeless Housing Alternatives (AHHA) and Governor Newsome's recent Executive Order allowing local jurisdictions to impose eviction protections for tenants who are unable to pay their rent because of the coronavirus or loss of income as a result of the outbreak; and
2. Provide Direction to Staff.

**Background**

The City recently received a letter from the Affordable Homeless Housing Alternatives (AHHA) requesting that local jurisdictions pass emergency ordinances for among other things a moratorium on evictions and foreclosures and halting utility shut-offs during this crisis. A copy of their letter is included in Attachment 1.

The following information dated March 23, 2020 was provided by the California Apartment Association:

*California Gov. Gavin Newsom this week evening issued an executive order making it clear that local governments can impose eviction protections for tenants who are unable to pay their rent because of the coronavirus or loss of income as a result of the outbreak.*

*The California Apartment Association will work diligently to ensure that local governments that pursue such moratoria adopt reasonable measures for both rental property owners and renters and that their policies are consistent with the parameters in the executive order.*

*According to Newsom's order Monday, such ordinances should spell out that if a tenant cannot pay the rent because of COVID-19, that tenant's rental payment is deferred for a reasonable period but not waived.*

*CAA continues to pursue state and local funding to help renters make their rent payments and to assist landlords who may be experiencing challenges paying their mortgages during this crisis.*

*Newsom's order also extended through May 31, 2020, a provision of the state's anti-price gouging law that prohibits a landlord from evicting a tenant and then charging the new tenant a rent higher than could have been legally charged to the evicted tenant.*

*Already, a number of local jurisdictions have approved COVID-19 eviction moratoria. A full list of jurisdictions that have imposed or are considering temporary eviction prohibitions can be found at [CAA's COVID-19 resources page](#). Check this page periodically for updates.*

*CAA urges rental property owners and managers to act with compassion in dealing with residents who face coronavirus-related hardships in all locations, regardless of whether a moratorium on evictions is in place.*

According to an article in the March 25, 2020 Times-Standard, locally the Cities of Arcata and Eureka will be considering an ordinance that would address evictions. Included in Attachment 1 is a list of Cities and Counties that have adopted or are considering adopting some form of eviction protection.

## **Attachments**

Attachment 1: March 20, 2020 letter from the Affordable Homeless Housing Alternatives (AHHA).

Attachment 2: California Apartment Association, List of Cities and Counties who have adopted or are considering adopting an Ordinance relating to eviction protection.

Affordable Homeless Housing Alternatives  
PO Box 3794, Eureka CA 95503  
(707) 267-4035 or 298-1466  
[www.ahha-humco.org](http://www.ahha-humco.org)



March 20, 2020

Kyle Knopp  
675 Wildwood Avenue  
Rio Dell, CA 95562

Dear City Manager Knopp

Affordable Homeless Housing Alternatives (AHHA) is committed to the health and well-being of our community members living outside. We believe housing is a human right and advocate for safe, warm, and dry first. As we all start to grapple with the Coronavirus pandemic and try to prevent worse outcomes, the realization is setting in that, as is often the case, housing stability is at the intersection of health, economy and our politics.

We are already in a housing crisis, but with this pandemic, even more families could be facing eviction and homelessness. Furthermore, individuals already experiencing homelessness are at a heightened risk for contracting and spreading the virus. This is a time when housing stability is even more paramount and necessary to stem the further spread of this disease within our community.

We are calling for the elected officials of the incorporated cities within Humboldt County, and Humboldt County elected officials, law enforcement, and public health officials to pass and uphold emergency ordinances which include the following measures:

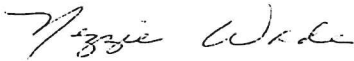
1. **An Immediate Moratorium on Rent Increases, all Evictions and Foreclosures -**  
The need to protect residents that live paycheck to paycheck from the economic fallout of this virus includes protecting them against facing price gouging, eviction and homelessness. Eviction would only further spread this disease and make its containment harder because people would not have a home to care for the health, safety and welfare of their families.
2. **Immediate End to Displacing Unhoused Encampments-** We must put an end to the enforcement/displacement actions against encampments of the unhoused during this crisis. People living outside should be given an opportunity to "shelter in place" or quarantine if necessary.
3. **Provide Sanctioned Camps with access to Facilities-** Not only should displacement cease, but camps should be created in a way that provide opportunities for basic hygiene. Hand washing stations, bathrooms, and trash disposal would allow unhoused people to more safely and hygienically self-isolate and reduce the rate of other common ailments that over-burdened healthcare systems will be less likely to address.



4. **Suspension of book and release protocols-** minor infractions and warrants for things like “failure to appear” should not be cause for arrest during this pandemic. Booking and releasing increases opportunities for spreading the virus and impacting the entire jail, which already has limited resources for addressing the virus should an outbreak happen internally.
5. **Emergency Rental or Mortgage Assistance** - We must provide support for workers who have to forgo work for no fault of their own due to the coronavirus outbreak. This also encourages workers to stay home when sick rather than risking spread of the virus by continuing to work to prevent income loss.
6. **Prevent Utility Shut-Offs** - Widespread loss of income will also likely cause increased numbers of people to fall behind on bills and risk having their water, gas, electricity, and other basic utility services shut-off. All public and private utilities doing business in the state should halt all utility shut-offs during this crisis.

We realize that many of our solutions will also need to be community based and collaborative, some are already being discussed or partially implemented. Because of this, AHHA has joined the Humboldt COVID-19 Response Coalition to better serve the needs of our most vulnerable community members during these turbid times. We invite you to partner with us. We urge you to take immediate, legislative action to protect the lives of thousands of Humboldt County residents who are already unhoused or housing insecure, and the hundreds to thousands more who may end up on the streets by the end of this pandemic.

Respectfully,



Nezzie Wade, President  
Affordable Homeless Housing Alternatives, Inc. - AHHA  
PO Box 3794  
Eureka, CA 95502  
Phone: (707) 298-1466  
Cell: (707) 267-4035  
Email: [ahha.humco@gmail.com](mailto:ahha.humco@gmail.com)  
Website: [www.ahha-humco.org](http://www.ahha-humco.org)

**AHHA Mission Statement:**

*AHHA provides information, education, advocacy and policy development for affordable housing with the homeless in Humboldt County. AHHA will facilitate the implementation of these alternative housing models by networking with private groups, nonprofits, public agencies, faith-based organizations, individual volunteers, and by partnering with the cities, county and others to ensure development and capacity building.*



## California Apartment Association

### Eviction moratoria

Date: March 23, 2020

Local governments throughout California have adopted or are considering prohibitions on evictions of residents who have been affected by fallout of the coronavirus pandemic. This is a rapidly developing situation, and CAA will update this page as new information becomes available. [Read CAA's story.](#)

CAA urges rental housing providers to act with compassion in dealing with residents who face coronavirus-related hardships.

Local governments that have adopted coronavirus-specific eviction restrictions:

- [Alameda \(City\)](#)
- [Baldwin Park](#)
- [Berkeley](#)
- [Burbank](#)
- [Clearlake](#)
- [Culver City](#)
- [El Monte](#)
- [Fresno](#)
- [Glendale](#)
- [Goleta](#)
- [Inglewood](#)
- [Los Angeles \(City\)](#) (additional information available [here](#))
- [Los Angeles \(County\)](#)
- [Monterey \(County\)](#)
- [Nevada City](#)
- [Ojai](#)
- [Oxnard](#)
- [Palm Springs](#)
- [Palo Alto](#)
- [Pasadena](#)
- [Richmond](#)
- [Sacramento \(City\)](#)
- [San Diego \(City\)](#)
- [San Francisco](#)
- [San Jose](#)
- [San Luis Obispo \(County\)](#)
- [San Mateo \(County\)](#) (link to follow)
- [Santa Ana](#)
- [Santa Monica](#)
- [Simi Valley](#)
- [South Pasadena](#)
- [Stockton](#)

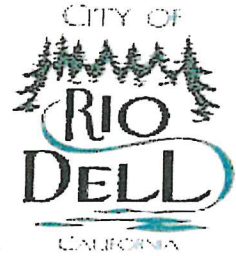
- Vallejo
- West Sacramento

Local governments considering coronavirus-specific eviction restrictions:

- Aliso Viejo
- Anaheim
- Chula Vista
- Citrus Heights
- Davis
- Elk Grove
- Foster City
- Fullerton
- Grass Valley
- Hayward
- Long Beach
- Marin (County)
- Mono
- Nevada (County)
- Oakland
- Rancho Cordova
- Redwood City
- Sacramento (County)
- San Bernardino (City)
- San Bernardino (County)
- San Carlos
- San Diego (County)
- San Joaquin
- San Mateo (City)
- Santa Barbara (County)
- Santa Cruz (City)
- Santa Cruz (County)
- Shasta (County)
- Sonoma (County)
- South San Francisco
- Ventura (County)
- Walnut
- Watsonville
- Yolo (County)

To ensure compliance with all applicable laws, CAA strongly recommends that rental housing providers consult with an attorney before issuing any notice to pay rent or quit or notice of termination of tenancy while this pandemic persists.

*Rio Dell City Hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
cityofriodell.ca.gov*



March 27, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorization for the Mayor to Sign a Letter Asking the State of California for Action on Temporary Utility Rate Relief for Customers.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign the attached letter.

BACKGROUND AND DISCUSSION

In light of the COVID-19 virus and subsequent Shelter-in-Place orders that are causing extreme economic distress, the City is recommending the issuance of a request for temporary forbearance of loan obligations to the State of California. The savings from the forbearance, if approved by the State, would then be recommended to be applied to temporary rate relief for water and sewer customers.

The forbearance period is requested for two years. The current agreements do not appear to allow the State Water Resources Control Board to issue forbearance without legislative action. Therefore, involvement from our elected officials will be needed to provide rate relief.

In the past the City has requested to extend the term of existing debt issuances and was denied. The debt comes from construction of the new water purification plant and Eel River water facilities in 2005 and also from the construction of the wastewater plant in 2013. The City incurred no debt in the construction of the Metropolitan Wells facility in 2018.

The attached letter would be issued to Governor Newsom, Assembly member Wood and Senator McGuire.

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*Rio Dell City Hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
cityofriodell.ca.gov*



March 27, 2020

Senator Mike McGuire  
1303 10<sup>th</sup> Street, Room 5061  
Sacramento, CA 95814

**Re: Action for Temporary Utility Rate Relief for Customers**

Dear Mike,

On March 11, 2020 the Humboldt County Public Health Officer declared the existence of a local health emergency related to COVID-19. This declaration was inclusive of the City of Rio Dell. On March 19, 2020, the County of Humboldt released a "Shelter in Place" Order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities and ordering all non-essential businesses to cease operations at physical locations and order cessation of all non-essential travel. On March 19, 2020, California Governor Gavin Newsom announced a statewide "Stay at Home" Order, which directs 40 million California residents to stay home indefinitely except for essential jobs, errands and some exercise. On March 24, 2020, the City of Rio Dell declared a local state of emergency finding that conditions of extreme peril to the safety of persons and property had arisen within the City, caused by the COVID-19 Pandemic and associated response.

The City of Rio Dell is a small disadvantaged community with a population of approximately 3,368 residents and a median household income of \$34,292.00, which equals approximately fifty one percent (51%) of the statewide median household income.

As you know, residents and businesses of the City of Rio Dell are experiencing extreme financial hardship due to the "Shelter in Place" and "Stay at Home" orders issued by local and State governments in order to attempt to slow the spread of COVID-19.



Your support of a temporary forbearance of debt owed to the State of California is needed in order to provide rate relief for our customers. Please see the attached requests from our City Manager to the State Water Resources Control Board. Our estimates show that if this forbearance is allowed to proceed a customer could see an approximate 33 percent decrease in their monthly bill.

Sincerely,

Debra Garnes, Mayor  
City of Rio Dell

Cc: Governor Gavin Newsom  
Assembly member Jim Wood

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*Rio Dell City Hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
cityofriodell.ca.gov*



March 25, 2020

State Water Resource Control Board  
Division of Financial Assistance  
P.O. Box 944212  
Sacramento, CA 94244-2120

**Re: Request for Forbearance (Wastewater)**  
SDWSRF Contract No. 11-837-550  
Project No. C-06-7401-110

To Whom It May Concern:

On March 11, 2020 the Humboldt County Public Health Officer declared the existence of a local health emergency related to COVID-19. This declaration was inclusive of the City of Rio Dell. On March 19, 2020, the County of Humboldt released a "Shelter in Place" Order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities and ordering all non-essential businesses to cease operations at physical locations and order cessation of all non-essential travel. On March 19, 2020, California Governor Gavin Newsom announced a statewide "Stay at Home" Order, which directs 40 million California residents to stay home indefinitely except for essential jobs, errands and some exercise. On March 24, 2020, the City of Rio Dell declared a local state of emergency finding that conditions of extreme peril to the safety of persons and property had arisen within the City, caused by the COVID-19 Pandemic and associated response.

The City of Rio Dell is a small disadvantaged community with a population of approximately 3,368 residents and a median household income of \$34,292.00, which equals approximately fifty one percent (51%) of the statewide median household income.

As can be expected, residents and businesses of the City of Rio Dell are experiencing extreme financial hardship due to the "Shelter in Place" and Stay at Home"

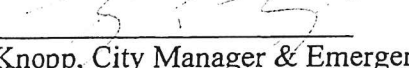
orders issued by local and State governments in order to attempt to slow the spread of COVID-19.

This letter is written to request forbearance of the payments under Contract No. C-06-7401-110 for a period of two years. The forbearance would allow the City of Rio Dell to provide relief to its disadvantaged community who are experiencing financial hardship due to the COVID-19 Pandemic by temporarily lowering sewer rates for residents and businesses in the City of Rio Dell.

The City has made timely and full annual payments following completion of the Project in 2013. The City of Rio Dell anticipates it will be able to continue to make timely and full semi-annual payments following the forbearance term.

Sincerely,

City of Rio Dell

By:   
Kyle Knopp, City Manager & Emergency Services Director

Cc: Mayor Debra Garnes  
Rio Dell City Council  
E. Joaquin Esquivel, SWRCB  
Eileen Sobeck, SWRCB  
Valerie L. Quinto, NCRWQCB  
Matthias St. John, NCRWQCB  
Cathleen Goodwin, NCRWQCB

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*Rio Dell City Hall  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
cityofriodell.ca.gov*



March 25, 2020

State Water Resource Control Board  
Division of Financial Assistance  
P.O. Box 944212  
Sacramento, CA 94244-2120

**Re: Request for Forbearance (Water)**  
SDWSRF Contract No. SRF03C404  
Project No. 1210012-02

To Whom It May Concern:

On March 11, 2020 the Humboldt County Public Health Officer declared the existence of a local health emergency related to COVID-19. This declaration was inclusive of the City of Rio Dell. On March 19, 2020, the County of Humboldt released a "Shelter in Place" Order directing all individuals living in Humboldt County to shelter in their residences except to provide or receive certain essential services or engage in essential activities and ordering all non-essential businesses to cease operations at physical locations and order cessation of all non-essential travel. On March 19, 2020, California Governor Gavin Newsom announced a statewide "Stay at Home" Order, which directs 40 million California residents to stay home indefinitely except for essential jobs, errands and some exercise. On March 24, 2020, the City of Rio Dell declared a local state of emergency finding that conditions of extreme peril to the safety of persons and property had arisen within the City, caused by the COVID-19 Pandemic and associated response.

The City of Rio Dell is a small disadvantaged community with a population of approximately 3,368 residents and a median household income of \$34,292.00, which equals approximately fifty one percent (51%) of the statewide median household income.

As can be expected, residents and businesses of the City of Rio Dell are experiencing extreme financial hardship due to the "Shelter in Place" and Stay at Home"

orders issued by local and State governments in order to attempt to slow the spread of COVID-19.

This letter is written to request forbearance of the payments under Contract No. SRF03C404 for a period of two years. The forbearance would allow the City of Rio Dell to provide relief to its disadvantaged community who are experiencing financial hardship due to the COVID-19 Pandemic by temporarily lowering water rates for residents and businesses in the City of Rio Dell.

The City has made timely and full semi-annual payments following completion of the Project in 2008. The City of Rio Dell anticipates it will be able to continue to make timely and full semi-annual payments following the forbearance term.

Sincerely

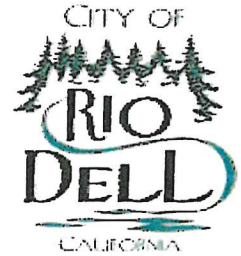
City of Rio Dell

By:   
Kyle Knopp, City Manager & Emergency Services Director

Cc: Mayor Debra Garnes  
Rio Dell City Council  
E. Joaquin Esquivel, SWRCB  
Eileen Sobeck, SWRCB  
Division of Drinking Water, SWRCB  
Ronnean Lund, SWRCB



675 Wildwood Ave.  
Rio Dell, CA 95562  
Phone: (707) 764-3532  
Fax: (707) 764-5480



March 27, 2020

TO: Rio Dell City Council  
FROM: Joanne Farley through the City Manager  
SUBJECT: Approve Increase Cost or Eliminate the Proposed Addition of the City of Ferndale or Alturas

IT IS RECOMMENDED THAT THE CITY COUNCIL

Approve additional \$1200 for Compensation Study or eliminate the City of Ferndale or Alturas to bring the comparator numbers back to twelve.

BACKGROUND AND DISCUSSION

At the City Council meeting on March 17, 2020 the City Council approved moving forward with the total compensation study with the addition of Ferndale added as another Comparator Agency.

In order to proceed with the work the City Council needs to authorize an additional \$1200 or eliminate Ferndale or Alturas from the study to keep the current cost the same.

Comparator Agencies were selected based on a number of criteria. The City of Ferndale did not meet the top twelve criteria to be included in the study with the reason being that they do not do water or sewer billing or provide water services to the residence.

Koff & Associates; as seen in the following attachment has recommended that we eliminate Alturas if the Council wishes to leave the City of Ferndale on the list Comparator Agencies or authorize an additional \$1200 for the additional work.

The consultants original recommendation had proposed comparators as the cities of Corning, Mt. Shasta, Willits, Colusa, Crescent City, Orland, Gridley, Weed, Red Bluff, Fortuna, Alturas and Yreka.

## Kyle Knopp

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**From:** Katie Kaneko <KKaneko@koffassociates.com>  
**Sent:** Wednesday, March 18, 2020 3:35 PM  
**To:** Joanne Farley  
**Cc:** Kyle Knopp; Irene Chan  
**Subject:** RE: List of Proposed Comparators

Hi Joanne,

Good to hear from you and thanks for the update. I appreciate the desire to include the City of Ferndale in the study due to its proximity. The number of agencies that we survey does drive the time/cost of the study and the addition of another comparator increases the scope. Since Ferndale looks to be pretty small, we may be able to accommodate but we won't know until data collection begins.

Another alternative would be to consider dropping one of the lower ranked cities? In the Mt Shasta study that we conducted last year we found that Alturas did not provide as many matches as we expected. Of course, we never really know how similar your operations is to Alturas until we get more familiar with your work.

I'd like to propose moving forward with Ferndale and the rest of the comparator group except Alturas. Once we see how the data collection is going, and if budget permits, we can incorporate Alturas. Let me know your thoughts on this.

I'll keep an eye out for the descriptions. We can begin reaching out to these agencies to get benefits data.

Best,  
Katie

**From:** Joanne Farley <farlevj@cityofriodell.ca.gov>  
**Sent:** Wednesday, March 18, 2020 10:18 AM  
**To:** Katie Kaneko <KKaneko@koffassociates.com>  
**Cc:** Kyle Knopp <knoppk@cityofriodell.ca.gov>  
**Subject:** List of Proposed Comparators

Good Morning Katie,

After last night's City Council meeting, it was decided to add the City of Ferndale to the Proposed List of Comparators. No other city was removed from your list, so instead of twelve, the City of Rio Dell will have thirteen cities on the list. The City's job descriptions are still in process. We are hoping to have them ready by the end of this week. ☺

Joanne Farley (Accountant II)  
[farlevj@cityofriodell.ca.gov](mailto:farlevj@cityofriodell.ca.gov)  
City of Rio Dell  
675 Wildwood Ave.  
Rio Dell CA 95562  
(707) 764-3532  
(707) 764-5480